

Maryland Army National Guard

WARRANT OFFICER POSITION VACANCY ANNOUNCEMENT

OPENING DATE 1-Dec-10 CLOSING DATE 31-Dec-10 BOARD DATE 5-Jan-11

POSITION TITLE: MILITARY PERSONNEL TECHNICIAN PARA/LIN: 210 / 03 AOC/SSI/FA/MOS: 420A0

HIGHEST GRADE AUTHORIZED: CW5 BRANCH: _____

ORGANIZATION & LOCATION: **MDARNG Element Joint Force Headquarters (G1)**
Fifth Regiment Armory
29th Division Street
Baltimore, Maryland 21201-2288

WHO MAY APPLY: **Open to all Current Chief Warrant Officer Four in the Maryland Army National Guard**

DESCRIPTION OF DUTIES:

- (a) Manage the personnel readiness management system at State level.
- (b) Manage the personnel information management system at State level.
- (c) Manage the personnel accounting and strength reporting system at State level.
- (d) Manage the casualty information management system at State level.
- (e) Manage the personnel replacement system at State level.
- (f) Manage the awards and decorations program at State level.
- (g) Manage the military personnel evaluations systems at State level.
- (h) Manage the officer and enlisted promotion systems at State level.
- (i) Manage the line of duty investigation program at State level.
- (j) Manage the officer procurement program at State level.
- (k) Manage the personnel aspects of the Soldier readiness program at the State level.

REQUIRED QUALIFICATIONS: Must be current 420A0 Chief Warrant Officer Four in the MDARNG. Must possess a secret security clearance. Must meet medical readiness standards.

SPECIAL INFORMATION

Position is not gender restricted. Assignment limitations of DA PAM 611-21.

APPLICATION PROCEDURES

Forward the documents listed below to: **MDARNG Element Joint Force Headquarters ATTN: G1 (LTC Smith)**
5th Regiment Armory
29th Division Street
Baltimore, Maryland 21201-2288

1. Military Resume (Biographical Summary) in accordance with format in Appendix H NGR 600-100 (Officer applicants only).
2. Three most current available OERs/NCOERs.
3. DA Form 2-1
4. Personnel Qualifications Record (PQR) printed from UPS.
5. DA Form 705 (APFT Scorecard) within 12 months of the board date. A physical profile may be submitted in lieu of APFT record.
6. Height-Weight Statements within 6 months of the board date. DA Form 5500-R/5501-R must be included if soldier exceeds authorized screening table weight of AR 600-9.
7. Optional applicant memorandum to provide additional information to the president of the selection board not contained in the above listed documents.

All applications will be screened without regard to ethnicity, religion, gender or national origin. Selection will be made the basis of military education, skills and individual experience.

Questions concerning this position vacancy announcement should be directed to:

LTC JAMES SMITH Commercial: (410) 576-6821 / E-Mail: JAMES.SMITH15@US.ARMY.MIL